

BRYAN BUILDING SAFETY NOTES

Volume 1, Issue 1

May 2008

Workers' Comp Injury "First Stop" Clinics

Additional facilities have been added to the State of Nevada provider panel for the first stop for an on-the-job accident.

In addition to Concentra Medical Center in Northern Nevada, the new facility is ARC Med Center in Carson City.

Location of facilities:

Concentra Medical Centers
3488 Goni Rod., Bldg. E
Carson City, NV 89706
Phone: 775-887-5030

ARC Med. Centers
2874 N. Carson St. #135
Carson City, NV 89706
Phone: 775-883-7855

Main Entrance Doors

The sliding glass doors at the main entrance do not operate well during high winds. By law, the doors cannot be locked during regular work hours since they are a fire exit. Please use extreme caution when entering and exiting the building during high winds.

Also, The sliders do not always operate smoothly when there are high winds. A vacuum is created that causes the inside doors to be extremely hard to open, and they will slam shut rapidly behind you.

Make certain you are clear of the inside door when you enter the building so that it does not hit you or pinch your fingers in the door-jamb.

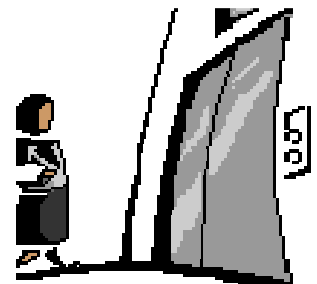


Elevator Key Cards

The elevator key card readers were activated on March 7, 2008, at 5:30 p.m. The key card readers operate on the same schedule as the key card readers for building access.

This has made the Bryan Building more secure, since your key

card will only allow you access to the floor you work on (with the exception of the cards issued to the Division of Environmental Protection—those cards have access to both the 3rd and 4th floors).



Earthquakes—Make Your Own Preparedness Kit

Be prepared—our region is always at risk for earthquakes, even large ones. Here is a list of supplies the American Red Cross recommends you keep on hand.

WATER

- Store water in plastic containers such as soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A normally active person needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers, and ill people will need more.
- Store one gallon of water per person per day. Don't forget your pets.
- Keep at least a three-day supply of water per person (two quarts for drinking, two quarts for each person in your household for food preparation/sanitation).
- Change this water every six months. Household liquid bleach to kill micro-organisms:
 - Use only regular household liquid bleach that contains 5.25 percent sodium hypochlorite. Do not use scented bleaches, colorsafe bleaches or bleaches with added cleaners.
 - Add 16 drops of bleach per gallon of water, stir and let stand for 30 minutes. If the water does not have a slight bleach odor, repeat

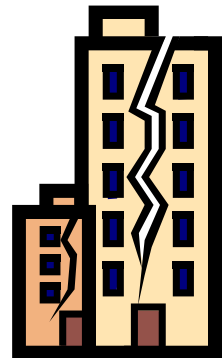
the dosage and let stand another 15 minutes.

The only agent used to treat water should be household liquid bleach. Other chemicals, such as iodine or water treatment products sold in camping or surplus stores that do not contain 5.25 percent sodium hypochlorite as the only active ingredient, are not recommended and should not be used.

FOOD

- Ready-to-eat canned meats, fruits, vegetables.
- Canned juices, milk, soup
- Sugar, salt, pepper
- High energy foods such as peanut butter, jelly, crackers, granola bars, trail mix; foods that will not increase thirst.
- Vitamins
- Foods for infants, elderly, persons with special dietary needs
- Comfort/stress foods: cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags.
- Pet food, at least one ounce per animal pound per day.

Avoid foods like rice, pasta and dry beans that require a great deal of water to prepare. Remember to restock your food once a year.



Items to keep on hand in the event of an earthquake.

(continued on page 3)

Earthquakes—Make Your Own Preparedness Kit (continued)

FIRST AID KIT

- Sterile adhesive bandages in assorted sizes
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- 4-inch sterile gauze pads (4-6)
- Triangular bandages (3)
- Non-prescription drugs such as Pain relievers, Anti-diarrhea medicines, Antacid, Syrup of Ipecac (used to induce vomiting with the advice of a Poison Control Center), Laxatives, Activated charcoal (used with advice from the Poison Control Center)
- Various roller bandages
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tongue blades (2)
- Tube of petroleum jelly or other lubricant

TOOLS AND SUPPLIES

- Paper cups, plates, and plastic utensils
- Battery-operated radio and extra batteries
- Flashlight and extra batteries
- Cash or traveler's checks, in case banks are closed in the days following an earthquake
- Non-electric can opener or a utility knife
- Small fire extinguisher
- Pliers
- Tape
- Matches in a waterproof container
- Aluminum foil
- Plastic storage containers
- Signal flare

- Paper, pencil
- Needles, thread
- Medicine dropper
- Wrench, to turn off gas and water

SANITATION

- Toilet paper
- Soap, liquid detergent
- Feminine supplies
- Plastic garbage bags and ties
- Plastic bucket with tight lid
- Disinfectant
- Household chlorine bleach
- Poop bags and scooper for pet waste

CLOTHING AND BEDDING

- Sturdy shoes or work boots (keep near your bed)
- Rain gear
- Blankets or sleeping bags
- Warm clothing
- Sunglasses (keep your spare eyeglasses in the emergency kit, too.)

DOCUMENTS

- Will, insurance policies, contracts deeds, stocks and bonds
- Passports, social security cards, immunization records
- Bank account numbers
- Credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)

****Remember to include special needs family members such as a baby or an older person might have. It is also good to store in a water proof plastic bag important family documents (passports, wills, medical records etc.) along with your earthquake survival kit.**

SOURCE: Chronicle, American Red Cross, Disaster Preparedness Handbook, City of Berkeley

Hot Weather Is Coming!

**Do you
know
what to do?**



- Check forecasts - don't let a heat wave catch you by surprise.
- Drink plenty of fluids - 2 to 4 cups per hour (even if you are not thirsty) - to avoid dehydration. Don't drink caffeine or alcohol.
- Keep your home air-conditioned, or have fans running; close blinds or shades during the day, but open them at night for cross-ventilation.
- If you don't use air-conditioning, find someplace cool during the day like a mall, library or a friend's home.
- If signs of heat stroke appear - a fever above 103 degrees, unconsciousness, headache, dizziness, nausea, rapid pulse or hot, red skin with no sweating - call for immediate medical attention; cool down in a tub or shower, or with water soaked towels.
- Ask your doctor about medication you take that may prevent you from perspiring, the body's way of cooling itself.
- In the event of a power outage, try to stay cool - wear light-weight, loose clothing; take tepid baths and foot baths; avoid hot, heavy meals.

There is nothing more American than the picnic. Picnics can take on many forms, such as the community picnic, friends and neighbors, tailgate parties, or ball games. There is also one sure thing at every picnic-lots of good food. The important point is to have safe and healthy food, not food that can cause food borne illness. Always prepare and store food properly.

- **As always, wash hands and work areas before preparing food.**
- Plan your menu with an eye to safe food handling. **Cook foods in plenty of time to thoroughly chill them in shallow containers in the refrigerator.**
- Have enough coolers with ice or frozen gel packs in which to store the perishable foods like meat, poultry, fish, eggs and salads. You want to keep the food at 40 degrees F. **Pack foods right from the refrigerator into the coolers.**
- Don't put the cooler in the car trunk; **Carry it inside an air-conditioned car.** At picnics, keep the cooler in the shade and keep the lid closed. Replenish the ice if it melts.
- **Use a separate cooler for drinks** so the one containing the food won't constantly be opened and closed.
- Find out if there's a **source of safe drinking water** at your destination. If not, bring water for preparation and cleaning; or pack clean, wet, disposable cloths or moist towelettes and paper towels for cleaning hands and surfaces. Cross-contamination during preparation, grilling, and serving food is a prime cause of food borne illness.
- **Pack raw meats, poultry, or seafood on the bottom of the cooler.** This will reduce the risk of them dripping on other foods. Pack coolers until they are full. A full cooler will stay cold longer than one that is partially full.
- If you plan on getting takeout foods such as fried chicken, **eat them within an hour of pick up.**
- **Do not partially grill extra meat or poultry to use later.** Once you begin, cook until completely done to assure bacteria are destroyed. Grill raw poultry until the juices run clear and there is no pink. Hamburger should not be pink in the center.
- When taking food off the grill, **Don't put the cooked items on the same platter which held the raw meat** unless you have washed the platter in between uses.
- **Two Hour Rule.** Don't leave perishable food un-refrigerated for more than two hours. Put perishable foods back in the cooler or refrigerator as soon as you finish eating. Don't leave them out while you go for a swim or a hike, and don't leave them out all afternoon to nibble on.
- Chances are, picnic leftovers have been sitting out for more than an hour or two. **Discard these leftovers.** Cold food that were kept in a cooler that still has ice may be safe. If the ice has melted, the food should be discarded.

Cyber Security



To keep your documents secure when you leave your computer unattended, do the following steps: lock it by holding down the Windows Logo key + L. (When you return to your computer, hit the Ctrl-Alt-Del buttons and log back in.

The Windows logo key looks like this

